



OFFICE OF PROCUREMENT SERVICES
315 WEST MAIN STREET, SUITE 441
PO BOX 7800
TAVARES FL 32778-7800

PHONE: (352) 343-9839
FAX: 352) 343-9473

ADDENDUM NO. 1

Date: June 20, 2013

RFP No. 13-0438

RFP Title: Facilities Asset Management Software

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum does not change the date for receipt of bids or proposals.

Change as noted below:

In Section 4, Software Maintenance and Support – year two through five:

~~Grand total~~ Cost of software and annual software maintenance and support as specified in this proposal:

The below questions have been asked by firms.

Question 1: Does the County want a hosted solution, a SaaS solution or does the County desire to host the software application internally?

Answer 1: The County prefers to host internally. The vendor can supply a cost for a hosted solution and we will consider this option.

Question 2: On page 17, Section 2, 1. Purpose, e) states: "The County must have the capability to enhance the current system to allow for the management of inventory of all components of the building footprints, the composition of their construction, building and equipment maintenance, small to large renovations, departmental moves, parts inventory control, addition of new buildings, and all other associated aspects of facilities management. Does this mean the County desires an actual move management module as part of this procurement?

Answer 2: The County would like to be able to track the history of what department has historically occupied, what department currently is occupying the space, and be able to track any costs associated with moving the departments to different offices.

Question 3: On page 24, what is meant by: **RFP TITLE:** Scale Management Software ?

Answer 3: Change to **RFP TITLE:** Facilities Asset Management Software”

Question 4: Can you provide specific details regarding the Express Maintenance application and the data that is required to be migrated? i.e. database platform, data to be converted, number and type of records etc. Is sample data available?

Answer 4: Current database is on Microsoft SQL Server 2008 R2. Total size is a little under 1GB. The County would like to migrate all information to the new system.

Question 5: In Scope of Services, Section c) The new system must be fully functional, training complete and ready to go live within forty-five (45) days after issuance of the purchase order. Section 1.9 states: “The completion date shall not exceed thirty (30) calendar days after date of notice to proceed.” Can you clarify the timelines?

Answer 5: Change the last sentence in the first paragraph in Section 1.9 from “~~The completion date shall not exceed thirty (30) calendar days after date of notice to proceed~~” to “The completion date shall not exceed forty-five (45) calendar days after date of notice to proceed or issuance of purchase order.

Question 6: Should there be separate line items for training and data conversion of Express Maintenance data or should this be included in Software Maintenance and Support Year one?

Answer 6: Shall be included in the purchase price of the program.

Question 7: On page 11, what is meant by:

Tab 9 - Completed solicitation

Include a copy of a fully completed and signed RFP.

Answer 7: Firm shall submit a complete solicitation of all pages of document under Tab 9.

Question 8: What is the difference between Tab 8 and tab 12 on page 11 and 12?

Answer 8: Delete Tab 12 – Other Information.

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _____